



Memorandum

TO: HONORABLE MAYOR AND
CITY COUNCIL

FROM: Robert L. Davis

**SUBJECT: POLICE ACADEMIES COST AND
CANDIDATE POOL**

DATE: May 25, 2004

Approved /s/

Date

INFORMATION

In response to questions presented at the Public Safety Budget Study Session, the following details the current Police Recruit candidate pool and costs associated with the Police Recruit Academies.

CURRENT POLICE RECRUIT CANDIDATE POOL

The last San Jose Police Department Academy commenced in January 2003. This academy's hiring cycle included 15 applicants that were selected but not hired and are still pending employment with the City. There are currently many prospective candidates in various stages of consideration for sworn employment. The list includes the following:

RECRUIT CANDIDATES:

- Eleven (11) "select not hires" candidates considered viable from the original list of 15 identified from the January 2003 hiring cycle are still available.
- One-hundred forty (140) applicants tested in October 2003. 55 remain interested or are qualified. Background investigations as well as psychological and medical testing must still be completed.
- Three (3) academy recruits who were injured and had to separate from the Academy.

LATERAL CANDIDATES:

The Police Department has a current list of 28 lateral applicants (applicants presently employed with other police agencies) of which there remains 7 viable candidates. Lateral officers do not need to attend the Police Academy, and can go directly into the Field Training Program, saving 6 months from time necessary for them to become "street ready." The lateral candidate pool had been reduced somewhat, due to applicants' concerns over the City's financial situation and cost of living issues. The Police Recruiting Unit is scheduled to test more lateral candidates on September 18, 2004.

Because of the amount of time that has passed as of the initial testing and/or selections of the recruit candidates, persons who remain interested in employment are not available for immediate

hire. Said candidates may be required to resubmit to further polygraph and psychological testing, in addition to mandatory contemporary background investigation.

Furthermore, as forecasts indicate that not until January 2005 at the earliest will attrition reduce Department staffing to a level wherein hiring will be required. Accordingly, it is recommended that those recruit candidates currently awaiting employment be invited to test in Fall 2004 for a July 2005 Recruit Police Academy. This scenario allows the Department to look at those candidates who remain interested in employment, as well as newcomers to the process. Doing so increases the number of applicants, allowing the Department to select the best candidates from a contemporary labor market.

Previously tested lateral candidates who remain interested in employment will be reviewed for lateral positions as soon as practical. It is anticipated that this process will be concurrent with the review of lateral candidates who test successfully in September 2004 and will most likely take place in January 2005. Lateral candidates hired at this time who successfully complete the Field Training Program are expected to be "street ready" prior to the traditionally busier summer months.

ACADEMY COSTS

The Department has previously budgeted \$340,000 annually to operate two twenty-six (26) week, fifty (50) person recruit academies, normally held in January and July to align with the fiscal year. This amount pays for South Bay Regional Training Consortium instructors, classroom/mat room/office/break room lease/rent/fees, parking, materials, books, and ammunition. This figure does not pay for the salaries of the recruits and the Academy Director (Sergeant) who are budgeted separately. Academy Coordinator (Officer) and TAC Officers (Officer), who are also budgeted separately, are assigned on a temporary basis. For smaller academy classes, the TAC officer may double as the Academy Coordinator.

The average cost of the recruit academy is \$3,400 per student. The city receives a \$1,485 credit per student from Peace officers Standards and Training Commission (POST) for full-time equivalency student (FTES) hours of college credit. An additional \$445 per student is reimbursed to the City after completion of the POST driver training course. Net cost to the City for the recruit academy is \$1,470 per student.

South Bay Regional Training requires a minimum class size of 32 for the classes to be cost-effective. The exact costs for a Police Academy are dependent on the number of students in each class and the ratio of students to staff members. POST standards maintain that for every 16 recruits, there must be one academy TAC officer. Therefore, based on academy sizes, several TAC officers may be assigned to train recruits on a temporary basis for the 26-week time period.

/s/
ROBERT L. DAVIS
Chief of Police

RLD/DK